



Asia Regional Director

Job Announcement

Job title: Regional Director for Asia

Location: Japan (Eligible to work in Japan)

About City Cancer Challenge

City Cancer Challenge Foundation (C/Can) supports cities around the world as they work to improve access to equitable, quality cancer care.

The approach is built on the core principle that cities can drive impact at national level by crafting data-driven solutions with the support of a network of global, regional, and local partners that reflect an understanding of the unique local context.

C/Can was launched by the Union for International Cancer Control (UICC) at the 2017 World Economic Forum Annual Meeting in Davos. It was established as a standalone Swiss Foundation in January 2019, and is now active in 11 cities around the world.

Summary of Position

Reporting to the CEO, The Regional Director for Asia represents C/Can in the Asian region and is responsible to ensure the global strategy gets translated, adapted and implemented across the region and vice versa, elevating the local and regional challenges and opportunities to the global operations.

He/she works as a catalyst to inspire and motivate local stakeholder engagements throughout the City Engagement Process Framework, supported by City Managers and the city support teams.

He/she will also be responsible for engaging and managing existing and new C/Can partners and donors based in Japan and across the Asia region.



Key Responsibilities

Project Management

- Coaches and supports City Managers, ensuring they have the resources and tools required throughout the city engagement process.
- Ensures the effective implementation of the City Engagement Process in the region and manages the city budget, timing, risks and quality reporting.
- Oversees the implementation of city projects and levers local commitments (including financial) as part of a sustainability strategy for city-led solutions to improve access to cancer treatment and care services.
- Leads the C/Can regional growth by supporting the city application process, completing due diligence activities and supporting onboarding of selected cities into our global network.

Partnerships and Resource Mobilisation

- Supports the fundraising and partnership team with C/Can global partners based in Japan and C/Can cities in Asia fundraising opportunities, by identifying potential prospects, supporting grant applications, proposal writings and reporting to donors.
- Supports the development and implementation of a regional communications strategy, including the publication of key communication materials, publications and technical briefings documents tailored for the region.
- Coordinates and communicates with key regional partners and stakeholders in the region, including regional development agencies and partners, national cancer institutes, multilateral regional offices and local civil society organisations.
- Identifies and supports opportunities for city-to-city collaboration and peer-to-peer learning in the region.

Monitoring, Evaluation and Reporting

- Ensures the preparation and submission of quality and reliable data on the progress and results of the city engagement process, as per Foundation's Monitoring, Evaluation and Learning framework.
- Identifies and develops case studies, best practice and other learning materials for the promotion of C/Can's activities in the region.



- Supports the implementation of the global risk framework through effective management of risk at the regional level.

Systems and process

- Oversees the convening and travel budgets for each city, ensuring value for money and compliance with the Foundation's policies.
- Works with other global areas of budget (technical cooperation, capacity development, monitoring, evaluation and learning, financing and digital health) to ensure coordinated budgetary allocation for each city.
- Supports the development and roll out of C/Can systems and ICT tools, to ensure they are fit for purpose for C/Can's mission in the region.

Selection Criteria

Required work experience

- A minimum of 4 years of experience working at a senior level position in the management of complex projects with multiple stakeholders, preferably as part of national and international development work in global health.
- Demonstrated experience in fundraising and partnership management, preferably in global health.
- Experience managing and mentoring staff.

Education

- Minimum of Bachelor's, Master's level preferred, or equivalent experience in Global health, International Development and/or Business Administration.

Languages

- Fluency in written and spoken English and Japanese.

Required competences

- Project management: Expert level of project management to manage complex multi-sectoral planning processes and multicultural teams working in different locations. Ability to manage tight deadlines and expectations.
- Partnership management: Manages stakeholders with diverse interests and backgrounds through challenging participatory processes.



- Negotiation and communication: Leads negotiations and discussions to bring consensus. Communicates effectively across all levels of understanding and demonstrates ability to motivate and create buy-in.
- Geopolitical awareness: Good knowledge and sensitivity on local social and political context and dynamics to use appropriate influencing and dialogue strategies to ensure successful project outcomes with key stakeholders.
- People management: Identifies talent, manages and supports the development of staff. Demonstrates role models behaviours and shares knowledge with colleagues.
- Personal effectiveness and mindset: Proactively finds innovative and creative solutions, is decisive, resilient and acts with integrity. Shows passion about C/Can's mission and contributes to the future of the Foundation and its reputation.
- Open to travel 25% of the time.

How to apply

Qualified candidates may submit their application, including a Curriculum Vitae and Cover Letter to: recruitment@citycancerchallenge.org. Please ensure that all documents are sent as PDF documents with the titles "your name cover letter" and "your name CV". Please put "Asia Regional Director" in the email subject line. Applications will be received until a suitable candidate is identified.